

Date \_\_\_\_\_

Employees \_\_\_\_\_

Clients name \_\_\_\_\_

Deep Cleaning Is Black & Purple

Maintenance Cleaning is Purple

### *Bathrooms*

- Dust light fixtures
- Remove high cobwebs
- Clean ceiling vents
- Clean window & sills
- Dust furniture & picture frames
- Clean/ wash exterior cabinets
- Clean Interior cabinets
- Clean toilet paper holder
- Shower, tile & tub scrubbed clean
- Bathroom fixtures cleaned, polished & shined
- Shower glass cleaned
- Mirrors cleaned
- Toilet cleaned & sanitized, wash walls around toilet
- Spot clean door frames for handprints & marks
- Hand wash baseboards
- Hand wash light switch plate
- Wash walls If poor ventilation
- Empty, clean & sanitize trash cans
- Vacuum & mop floors

### *Bedrooms*

- Dust ceiling fan & light fixtures
- Remove high cobwebs
- Dust curtains, clean shutters/ blinds
- Clean window & sills
- Dust furniture & clean mirrors
- Clean light switch plate & door frames
- Tidy up room, fluff out bedding & change linens  
If provided
- Dust & wipe down baseboards
- Empty, clean & sanitize trash cans
- Spray Bio enzymatic deodorizer
- Vacuum & mop floors

## *Kitchen & Dining Area*

- Dust light fixtures & vents
- Remove high cobwebs & clean ceiling fan
- Dust curtains, clean shutters & blinds
- Clean windows & sills / patio doors
- Clean exterior kitchen cupboard doors
- Clean the exterior of all appliances
- Clean Interior kitchen cupboards
- Clean underneath panel of top cupboards
- Clean backsplash
- Clean Interior & exterior microwave
- Deep clean Inside the fridge
- Scour sink & polish fixtures
- Clean & sanitize countertops
- Deep clean Interior oven
- Polish stainless-steel
- Clean dining room table set
- Dust furniture
- Hand wash baseboards & spot clean noticeable marks on walls
- Empty, clean & sanitize trash cans
- Scour sink and polish fixture
- Vacuum & mop floors
- Spray Bio enzymatic deodorizer

## *Living Room & Family Room*

- Dust ceiling fan, light fixtures
- Remove high cobwebs
- Dust curtains, clean shutters & blinds
- Deep clean window & sills
- Dust picture frames
- Dust furniture and Tv stand
- Vacuum off sofas and chairs and clean behind them (remove cushions / vacuum under them)
- Hand wash all baseboards
- Spot clean all walls & door frames for marks
- Tidy up living room space
- Clean light switch plates
- Spray bio enzymatic deodorizer
- Empty, clean & sanitize trash cans
- Vacuum and mop floors

## *Laundry Room*

- Dust ceiling fan, light fixtures & vents
- Remove high cobwebs & wash walls if needed
- Dust curtains, clean shutters & blinds
- Clean window & sills
- Clean exterior cupboard doors
- Dust furniture & wipe down appliances
- Dust picture frames
- Move out appliances, vacuum & mop behind them & hand wipe the baseboards before putting them back.
- Hand wipe all baseboards
- Tidy up laundry room
- Clean all light switch plates
- Deep clean ceiling fan
- Empty, clean & sanitize trash cans
- Vacuum & mop floors
- Spray Bio enzymatic deodorizer

## Home Office

- Dust ceiling fan & light fixtures
- Remove high cobwebs
- Dust curtains, clean shutters & blinds
- Clean window & sills
- Dust & wipe down baseboards
- Dust furniture
- Wipe down office desk
- Tidy up paperwork on desk
- Clean light switch plate
- Deep clean ceiling fan
- Empty, clean & sanitize trash cans & paper shredder
- Vacuum & mop floors
- Spray Bio enzymatic deodorizer

## Basement

### Finished

### Partially Finished

### Unfinished

- Dust light fixtures & vents
- Remove high cobwebs
- Dust shutters & blinds
- Clean window & sills
- Dust Picture frames
- Dust furniture & Tv stand
- Tidy up Rec room
- Vacuum off sofas chairs & clean behind them  
(remove cushions/ vacuum under them)
- Clean light switch plates
- Deep clean ceiling fan
- Empty, clean & sanitize trash cans
- Spray Bio enzymatic deodorizer
- Vacuum & mop floors

## Special Requests / Notes

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CHRYSTAL CLEAN

COMMERCIAL & RESIDENTIAL CLEANING  
DECLUTTERING & ORGANIZING

Clients Signature \_\_\_\_\_

Date \_\_\_\_\_

Employees Signature \_\_\_\_\_